

Base Year Modification Request Certification**Part 1: Generation Study - No Extrapolation Diversion Data**

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

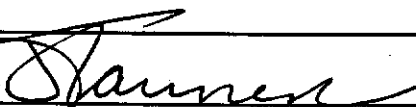
**California Integrated Waste Management Board
Office of Local Assistance
1001 I Street, (MS-25)
PO Box 4025
Sacramento, CA 95812-4025**

General Instructions:

Please select the **ONE** choice below that best explains your request to the Board.

1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

Section I: Jurisdiction Information and Certification			
<i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name Pacifica		County San Mateo	
Authorized Signature 		Title City Manager	
Type/Print Name of Person Signing Joe Tanner		Date Oct 21, 2003	Phone () Include Area Code (650) 738-7302
Person Completing This Form (please print or type) Sasha Evans		Title Project Manager	
Affiliation:	Pacific Waste Consulting Group		
Mailing Address	City	State	ZIP Code
5714 Folsom Boulevard PMB 240	Sacramento	CA	95819-4608
E-Mail Address sasha@pwcg.net			

Section II: Information for New Generation-Based Study for Existing or New Base Year	
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").	
<i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>	
1. Current Board-approved existing base year:	2. Proposed new generation-based study year:
1991	2001
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:	
The original 1991 base-year was founded on inaccurate and now out date data. The information utilized in this New-Base Year request is based on current data obtained directly from hauler records, the DRS reporting system, and recently conducted waste audits / surveys. All calculations used to quantify data collected from waste audits / surveys resulted from CIWMB approved conversion factors, and no extrapolation of data was performed.	

4. Enter diversion rate information below.			
Diversion rate calculated using existing base year	a. 21 %	Diversion rate calculated using new generation-based study	b. 42%
For existing base year pounds/person/day based on generation	4.9	For new generation based study pounds/person/day based on generation	6.49
Residential generation 55 %	Non-Residential generation 45 %	Residential generation 59% %	Non-Residential generation 41% %
Population existing generation-based study 37,400		Population new generation-based study 39,046	
5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).			
There is an increase in both 4a to 4b, and the pounds/person/day figures due to a slight population growth, and the City's continually efforts to increase diversion programs and community awareness. Over the last several years the City has introduced many new and/or improved programs. In 1998 an asphalt recycling program was implemented which greatly increases diversion. This, in addition to strong efforts to increase efficiency and awareness regarding buyback programs, City-wide greenwaste and grasscycling programs, back-yard compost bins sales, and classroom curriculum through literature and numerous outreach efforts, as well as an increase to the curbside collection programs have all lead to the increase in the diversion figures. This New-Base Year request includes many diversion and disposal sources that were not represented in the original base-year figures. Finally, the population of the City has increased by nearly 5%, which in a community of this size can be evidence towards the increase in pounds/person/per day generation figure from 4.9 to 6.5.			
6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)			
If we utilize the CIWMB adjustment factors, and apply that calculations to the original base-year figures the result is a diversion rate of 21%; whereas applying the adjustment factors to the requested New-Base Year figures results in a 42% diversion rate. The seemingly large difference in these two results is directly related the comprehensive and thus more accurate evaluation of diversion and disposal for the City. Diversion has increased dramatically due to the continued efforts of the City and Coastside Scavenger Company (the franchised hauler). The two entities have worked closely to analyze program viability, as to execute efficient programs and outreach efforts for the community. The multitude of efforts that result in increase diversion include: additional debris box availability, revision of the City wide greenwaste and recycling programs, and, most specifically, targeted outreach regarding available programs (and the cost benefits of those programs) to the commercial sector.			

7. Disposal Tonnage (enter values):	19522	7221	26743
	Residential	Non-Residential	Total

Please select the **ONE** choice below that best explains your disposal data and complete the required tables.

a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)

c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc)

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. **Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested.** Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt,] white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

*Please provide detailed Non-Residential waste information in Section 9.

Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm	(A)	(A/Total Generation)			
Residential Source Reduction Activities					
Backyard composting	5	0.0%	25 composting bins in 2001	0.213tons/household/year. Source: Alameda County Waste Management Authority study.	City Records and Survey
Grasscycling		0.0%			
Other Residential Source Reduction (list each program separately)					
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
Subtotal, Residential Source Reduction	5	0.0%			
Residential Recycling Activities					
Curbside Recycling	4182	9.0%	Paper, Cardboard, plastic, glass, aluminum	Actual Tonnage used	CSC reports
Buyback Centers	270	0.6%	Aluminum, Glass, Plastic	539131 tons reported	DOR
Drop-off Centers					
Other Residential Recycling (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Recycling	4452	9.6%			
Residential Composting Activities					
Green Waste Drop-off					

Curbside Green Waste					Reported as consolidated figure in with Residential Curbside
Christmas Tree Program					
Other Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal, Residential Composting	0	0.0%			
Subtotal, Residential Diversion	4457	9.6%			
Non-Residential Source Reduction					
Activities:					
Non-Residential Waste Audits*	1200	2.6%	See Section 9	See Section 9	See Section 9
Other Non-Residential Source Reduction (list each program separately)					
City Green Waste	129	0.3%	Grasscycle	16.9 acres of City Parks (.35 lbs/sq ft. 1 acre = 43,560 sq ft.).-CIWMB	Surveyed acreage;
Enter program name					
Subtotal, Non-Residential Source Reduction	1329	2.9%			
Recycling					
Non-Residential Waste Audits*	1877	4.1%	See Section 9	See Section 9	See Section 9
Other Non-Residential Recycling (list each program separately)					
City Inerts	5618	12.2%	Pavement Asphalt	City Records	City Engineering Department
Commercial Collection	1547	3.3%	Newspaper, OCC, Mixed paper, Glass	Actual Weight	CSC reports
Other Recycling	1307	2.8%	Concrete/asphalt	Actual Weight	Pilarcitos Quarry records
Rendering	84	0.2%	fat/grease/bone/scrap	Actual Weight	Darling International records
Enter program name					
Subtotal Non-Residential Recycling	10433	22.6%			
Non-Residential Composting					
Activities					
Non-Residential Waste Audits*	0	0.0%	See Section 9	See Section 9	See Section 9
Other Non-Residential Composting (list each program separately)					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Subtotal Non-Residential Composting	0	0.0%			
Subtotal Non-Residential Diversion	11762	25.5%			
Residential/Non- Residential Diversion Activities					
ADC	3252	7.0%	Wood, C&D	Actual Weight	DRS

Sludge					
Scrap Metal					
Construction and Demolition					
Landfill Salvage					
Subtotal Residential/ Non-Residential Diversion	3252	7.0%			
Total Res/Non-Res Source Reduction Tons	1334	2.9%			
Total Diversion Tons	19471	42.1%			
Total Disposal Tons from Sec.7	26743	57.9%			
Total Generation Tons (Div+Dis)	46215				
Diversion Rate	42%				

9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.

(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other ____
City Works	A-01-25	Asphalt Recycling		5617.50		5,617.50	12.2%	
Quarry	A-01-26	Inert Recycling		1307.00		1,307.00	2.8%	
Grocery Retailer	S-01-02	Recycles OCC, plastic, and bone and fat. Donates food.	5.00	1155.59		1,160.59	2.5%	
Golf Course	A-01-19	Grasscycling, and recycles greenwaste	823.28	30.57		853.85	1.8%	
Grocery Retailer	S-01-18	Recycles OCC, mixed plastic, mixed organics, and bone and fat.		633.41		633.41	1.4%	
School District	A-01-21	Grasscycling	222.85			222.85	0.5%	
School District	A-01-22	Grasscycling	147.20			147.20	0.3%	
Tire Retailer	S-01-20	Recycles tires		44.18		44.18	0.1%	
Electronic Retailer	S-01-10	Computer casings sent to recycler	0.99	13.37		14.36	0.0%	
Business Services	S-01-07	Reuse of polystyrene packaging	0.99			0.99	0.0%	
Totals			1200.31	8801.62		10,001.93	21.6%	

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).

Please see attachment 9 for details.

Business Audit Diversion for the City of Pacifica

Reference Number	SIC	Business Type	Business Name	Diversion Activity	Material Type	Amount of Material	Units	Frequency (times/year)	Notes	Conversion Factor	Units	Conversion Factor Source	Source Total	Restricted (tons)	Source Reduction (tons)	Recycling (tons)	Composting (tons)	Total Tons
S-01-02	27	Grocery	Albertson's															
				Recycle	OCC	116	tons	1	Weights are from corporate recycling reports	Actual Weight						116		116.00
				Donation	food	10,308	lbs	1	see above	Actual Weight					5			5.00
				Recycle	Plastic	5,183	lbs	1	see above	Actual Weight						1.6		1.59
				Recycle	Bone and Fat	1,058	tons	1	see above	Actual Weight						1,058		1,058
													Source Total	0	5	1155.59	0	1,161
S-01-07	33	Business Services	Mail Boxes Etc.															
				Source Reduction	Polystyrene Packaging	8	14 cu ft bag	52	112 cu ft =837.80 gal (convert-me.com)	1.5 lbs / 33gal	FEECO				0.99			0.99
													Source Total	0	0.99	0	0	1
S-01-10	14	Electronics	Pacifica Computer Pros and Incredible Machines															
				Recycle	Computer	486	computer casings	1	Casings with motherboard and any other non functioning computer equipment are sent to a recycler. Frequency is every two to three months but could only get a yearly estimate.	55 lbs	LA study					13.37		13.37
													Source Total	0	1	13.37	0	13
S-01-20	28	Tire Store	Sandford Firestone Tire															
				Recycle	Tires	4,418	tires	1	Total Tire picks up tires for Sanford Tire Co.	20 lbs/tire	USEPA					44		44.18
													Source Total	0	0	44.18	0	44
S-01-18	27	Grocery	Safeway (two stores)															
				Recycle	Cardboard (occ)	435.52	tons		Weights are from corporate recycling reports	Actual Weight						436		435.52
				Recycle	Bone and Fat	54.08	tons		see above	Actual Weight						54		54.08
				Recycle	Mixed Organic	130.55	tons		see above	Actual Weight						131		130.55
				Recycle	Mixed Plastic	13.26	tons		see above	Actual Weight						13		13.26
													Source Total	0	0	633.41	0	633
A-01-21	39	School District	Jefferson Union Highschool															
				Recycle	Grass Cycle	29.23	acres	1	Don McCann reports 1,273,306 sq ft of mowed grass for Jefferson Union Highschool District	0.35 lbs/ sq ft/yr 43,560 sq ft/ acre	CIWMB				223		222.82	
													Source Total	0	222.82	0	0	223
A-01-22	39	School District	Laguna Salada															
				Source Reduction	Grass Cycle	19.31	acres	1	Gary Lackey, with City Parks, maintains 4 schools and reports 11.4 acres of grass mowed; Laurie Stewart with Laguna Salada Union School district reports 7.91acres. This is for the remaining 7 schools.	0.35 lbs/ sq ft/yr 43,560 sq ft/ acre	CIWMB				147		147.20	
													Source Total	0	147.20	0	0	147
A-01-19	1	Golf Course	Sharp Park Golf Course															
				Source Reduction	Grass Cycle	108	acres	1	Total acreage is 120, and 90 percent is mowed	0.35 lbs/sq ft/yr 43,560 sq ft/ acre	CIWMB				823		823.28	
				Recycle	Green Waste	116	cu yd	1	Two piles at 20 feet in diam. by 15 feet tall of chipped greenwaste results in 116 cu yds	527 lbs/cu yd	Tellus					31		30.57
													Source Total	0	823.28	30.57	0	854
													Total	0	1200	1,877	0	3,076
1. The amount of material is the input data from the source.																		

1. The amount of material is the input data from the source.

Other Recycler Audit Diversion for the City of Pacifica

Reference Number	SIC	Recycler Type		Diversion Activity	Material Type	Amount of Material ¹	Units	Frequency (times/year)	Notes	Conversion Factor	Units	Conversion Source	Source Total	Restricted (tons)	Source Reduction (tons)	Recycling (tons)	Composting (tons)	Total Tons
A-01-25	17	City Inerts																
									This data was reported by the City Engineering Division. It is an average of five years: 1998: 2,473 tons; 1999: 831 tons; 2000: 0 tons ; 2001: 16,566 tons; 2002: 2,600 tons. Due to budget problems no paving projects were done in 2000 (only shure sealing). 2000 projects were pushed up to 2001.									
				Recycling	asphalt	5,618	tons			Actual weight				5,618				5,618.00
													Source Total	5618	0	-	-	5,618
A-01-26	17	Quarry																
				Recycling	concrete/asphalt	1,307	tons	1	From Pilarcitos Quarry records.	Actual weight				1,307				1,307.00
													Source Total	1,307	0	0	0	1,307
													Total	6,925	-	-	-	6,925

10. For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table

Note: *program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.")*

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Inert Solids	Diversion conducted by City works projects	1998	5618
Inert Solids	Diversion conducted by Industry (Quarry)	1997	1307
pull down for waste types			
pull down for waste types			
pull down for waste types			
pull down for waste types			

b. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. **Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

Note: *If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.*

Instead please provide date of Board approval of previously submitted information. _____ (Date)

If documentation is not available, go to 10d.

c. If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage

d. If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** *Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.*

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
pull down for waste types				
pull down for waste types				
pull down for waste types				
pull down for waste types				
pull down for waste types				
pull down for waste types				